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Approved For Release 2002/09/04 : CIA-RDP81B00961R000100140180-2

OSA 3859-63

16 July 1963

MEMORANDUM FOR: Chief, Operations Division, OSA

SUBJECT: OSA Status Charts

1. A series of status charts are required within the Control Center for the periodic briefing of Colonel Ledford and his Staff. This posted data will also be available to the Staff as reference information.

2. It is requested that a project be initiated within the Operations Division to provide the particular status charts. A survey of required information should be completed to insure all OSA Agencies are afforded an opportunity to display pertinent information of a "management control" nature. When the requirements have been staffed and the display panels produced, it is expected that Control Center personnel will maintain the charts daily from data furnished by the pertinent staff section. A data sheet format should be developed in order that the required information can be expeditiously forwarded from each staff section.

3. The scope of this project should include, but not be limited to, information regarding:

- a. Mission and support aircraft
- b. Pilot training
- c. Inventory of mission equipment
- d. Major construction status
- e. Major programs
- f. Funding and budget
- g. Satellite program and schedule
- h. Modifications and new equipment
- i. Personnel

The charts should be grouped according to principal responsibilities and functions; i.e., Materiel, Operations, Communications, D/Technology, Contracts and Programs Staff.

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4. Please initiate the necessary actions which will implement the above program in order that current status is available in a central location at all times.

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Lt. Colonel USAF
Deputy for Field Activities, OSA

cc: AD/OSA
PS/OSA
D/TECH/OSA
SD/OSA

Distribution:

- 1 - C/OD/OSA
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- 1 - DD/OSA
- 1 - F/PA/OSA
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